

PEQUANNOCK TOWNSHIP BOARD OF EDUCATION
Pequannock Township High School
85 Sunset Road, Pompton Plains, NJ 07444
[n.b. Public access via an online platform will also be provided]
WORKSHOP MEETING AGENDA
Monday, February 7, 2022
7:00 P.M.

- I. Call to Order
- II. Statement of Compliance – Open Public Meetings Act

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this meeting has been properly advertised in the *Daily Record* and *Suburban Trends*, its agenda has been posted at the appropriate locations, and a copy has been filed with the Pequannock Township Clerk

ROLL CALL:

Mr. Sam Ciresi	Ms. Megan Dempsey	Mrs. Danielle Esposito
Mr. Timothy Gitin	Mr. Gregory MacSweeney	Mr. Brian Senyk
Mr. Leonard Smith	Mrs. Cara Shenton	Mr. Joseph Blumert

FLAG SALUTE

- III. President’s Report - Mr. Joseph Blumert
- IV. Superintendent’s Report - Mr. Michael Portas
 - Student Representative Report - Tyler Denton and Ruby Franck
 - Staff Retirement - Lynda Veltre
 - Start Strong Report
- V. School Business Administrator’s Report - Ms. Sallyann McCarty
- VI. Presentations/Recognition
- VII. Open to the Public on Agenda Items Only

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on **any agenda item** during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President. Please state your name and sign in before you begin.

VIII. Approval of Action Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mr. Sam Ciresi, Chair

- PMC-120-22 Acceptance of Reports - 2021-2022 School Year
- PMC-121-22 Approval of Additional Period/Supervisory Assignment - 2021-2022 School Year
- PMC-122-22 Approval of Medical and/or Family Leaves of Absence - 2021-2022 School Year

Motion by:	Second by:	Roll Call Vote:
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Mr. Sam Ciresi	Ms. Megan Dempsey	Mrs. Danielle Esposito
Mr. Timothy Gitin	Mr. Gregory MacSweeney	Mr. Brian Senyk
Mr. Leonard Smith	Mrs. Cara Shenton	Mr. Joseph Blumert

RESOLUTION NO. PMC-120-22

ACCEPTANCE OF REPORT

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the following report:

- Enrollment Report

RESOLUTION NO. PMC-121-22

APPROVAL OF ADDITIONAL PERIOD/SUPERVISORY ASSIGNMENT - 2021-2022 SCHOOL YEAR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following personnel for additional period assignments/supervisory duty for the 2021-2022 school year, prorated, per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

NAME	SCHOOL	FREQUENCY	SUBJECT	EFFECTIVE DATES (on or about)	SALARY
Freebody, Gillian <i>5th Period Assignment</i>	Pequannock Valley School	2.5 days/week 60 minutes/day	ELA Essentials	1/3/2022-6/30/2022	\$2,317.50
Moore, Katherine <i>6th Period Assignment</i>	Pequannock Township High School	4 days/week 45 minutes/day 1 day/week 90 minutes	Chemistry ICR	1/26/2022-6/30/2022	\$3,615.30

RESOLUTION NO. PMC-122-22

APPROVAL OF MEDICAL AND/OR FAMILY LEAVES OF ABSENCE - 2021-2022 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby approves the disability medical leave, child care or family leaves of absence under the Family Medical Leave Act and the New Jersey Family Leave Act as follows. Staff using sick leave during the temporary disability period will be paid salary with health benefits coverage. Employee's leave under FMLA running concurrent with NJFLA shall be unpaid; however, health benefits will continue.

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EMPLOYEE ID	DISABILITY LEAVE (on or about)	SICK/PERSONAL/ VACATION DAYS TO BE USED	NJFLA/FMLA LEAVE (on or about)	RETURN TO WORK DATE (on or about)
#3199	N/A	N/A	2/14/2022-5/13/2022 <i>Pending further documentation</i>	5/16/2022
#5093	N/A	N/A	2/3/2022-3/3/2022	3/4/2022

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IX. Workshop Discussion Items

PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS

Mr. Sam Ciresi, Chair

Discussion:

1. Preparing for open positions (retirements)
2. SGO Guidance
3. Impact of recent DOH guidance on the Safe Return Plan

Action Items for February 22, 2022 Regular Business Meeting:

PMC-123-22

PMC-xxx-22 Accept Resignations for the Purpose of Retirement

PMC-xxx-22 Accept Resignations - 2021-2022 School Year

PMC-xxx-22 Approval of Amend Reappointment of PTPSA Member - 2021-2022 School Year
(PMC-200-21)

PMC-xxx-22 Approval of Extra-Curricular Stipend Position - 2021-2022 School Year

PMC-xxx-22 Approval to Amend Medical and Family Leave of Absence - 2021-2022 School Year
(PMC-114-22), (PMC-38-22), (PMC-80-22)

RESOLUTION NO. PMC-xxx-22

ACCEPTANCE OF RESIGNATIONS FOR THE PURPOSE OF RETIREMENT

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the following resignations for the purpose of retirement:

NAME	POSITION	EFFECTIVE DATE
Marlene Grant	Special Education Teacher Pequanock Township High School	6/30/2022

RESOLUTION NO. PMC-xxx-21

ACCEPT RESIGNATIONS - 2021-2022 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the following resignations:

NAME	ASSIGNMENT	EFFECTIVE DATE
Garcia, Lizett	.7 Special Education Aide North Boulevard School	4/4/2022

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RESOLUTION NO. PMC-xxx-22

APPROVAL TO AMEND REAPPOINTMENT OF PTPSA MEMBER – 2021-2022 SCHOOL YEAR (PMC-200-21)

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the re- appointment of the following Pequannock Township Principals and Supervisors Association members effective July 1, 2021 through June 30, 2022.

LAST NAME	FIRST NAME	SCHOOL	POSITION	STEP	SALARY
Ringen	Emily	PVS	Assistant Principal	OG	\$105,906

RESOLUTION NO. PMC-xxx-22

APPROVAL OF EXTRA-CURRICULAR STIPEND POSITION - 2021-2022 SCHOOL YEAR

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following stipend for the 2021-2022 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association.

Pequannock Valley School

NAME	ASSIGNMENT	STIPEND
Salimbene, Anthony	Drama Assistant Director	\$1,007

RESOLUTION NO. PMC-xxx-22

APPROVAL TO AMEND MEDICAL AND FAMILY LEAVE OF ABSENCE -2021-2022 SCHOOL YEAR (PMC-114-22), (PMC-38-22), (PMC-80-22)

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent hereby approves to amend the disability medical leave and/or child care family leave of absence under the Family Medical Leave Act and the New Jersey Family Leave Act as follows. Sick leave during the temporary disability period will be paid salary with health benefits coverage. Employee’s leave under FMLA running concurrent with NJFLA shall be unpaid; however, health benefits will continue.

EMPLOYEE ID	DISABILITY LEAVE (on or about)	SICK/PERSONAL/ VACATION DAYS TO BE USED	NJFLA/FMLA LEAVE (on or about)	RETURN TO WORK DATE (on or about)
#1130	1/3/2022-2/25/2022	37 sick	-----	2/28/2022
#3810	9/7/2021-11/15/2021	44	11/16/2021-2/15/2022	2/16/2022
#5092	10/4/2021-12/3/2021	40	12/6/2021-4/8/2022	4/11/2022

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CURRICULUM, INSTRUCTION AND SPECIAL SERVICES

Mrs. Danielle Esposito, Chair

Discussion:

1. First aid protocols (curriculum integration and prevention measures)
2. NJSBA curriculum questions
3. Class trips
4. Anti-bullying programs
5. STEM program

Action Items for February 22, 2022 Regular Business Meeting:

CIS-57-22

- CIS-xx-22 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
 CIS-xx-22 Approval of Purchase of Fountas & Pinnel English Language Arts Program
 CIS-xx-22 Approval of Adoption and Purchase of iReady Classroom Math Program
 CIS-xx-22 Approval of Practicum Student Placement

RESOLUTION NO. CIS-xx-22

APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES

WHEREAS, the attendance at stated functions was previously approved by the Superintendent of Schools, as work related and within the scope of the work responsibilities of the attendees and the school district’s professional development plan; and

WHEREAS, the attendance at the functions was approved as promoting delivery of instruction or furthering efficient operation of the school district and is deemed fiscally prudent; and

WHEREAS, the travel and related expenses particular to attendance at these functions will be in compliance with state travel payment guidelines established by the Department of Treasury and the Federal Office of Management and Budget; and

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, that the Pequannock Township Board of Education approves these attendances; and

THEREFORE, BE IT FURTHER RESOLVED, that the reimbursement of the related travel expenses shall be in accordance with the above-mentioned guidelines. These are “not-to-exceed” amounts:

DATES	EMPLOYEE	CONFERENCE/ WORKSHOP LOCATION	REGISTRA TION	TRAVEL/ LODGING	SUB COST	ESTIMATED TOTAL EXPENSE
3/24 - 3/25/22	D. Csakvary	STS Annual Conference Atlantic City	\$350.00	\$178.25	n/a	\$528.25
Online	M. Frederick	School Management and Leadership Harvard University	\$499.00	n/a	n/a	\$499.00

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RESOLUTION NO. CIS-xx-22

APPROVAL OF PURCHASE OF FOUNTAS & PINNELL ENGLISH LANGUAGE ARTS PROGRAM

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the purchase of Heinemann Fountas & Pinnell Literacy and Guided Reading program for grade 3 for the total amount not to exceed \$37,135.

RESOLUTION NO. CIS-xx-22

APPROVAL OF ADOPTION AND PURCHASE OF iREADY CLASSROOM MATH PROGRAM

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the adoption and purchase of Curriculum Associates iReady Classroom Math program for grades K-5 for the total amount not to exceed \$259,000 for a five year license.

RESOLUTION NO. CIS-xx-22

APPROVAL OF PRACTICUM STUDENT PLACEMENT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the placement of Alyson McMahon through Montclair State University for practicum hours at Pequannock Valley School.

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FINANCE, FACILITIES, AND ATHLETICS

Mr. Brian Senyk, Chair

Discussion:

1. PPA update
2. Status of proposal for AC study

Action Items for February 22, 2022 Regular Business Meeting:

- FFA-107-22 Transfer of Funds for January 2022
- FFA-xxx-22 Payment of Bills - January 25, 2022 to February 22, 2022
- FFA-xxx-22 Approval of Financial Reports/Monthly Certification for January 2022
- FFA-xxx-22 Monthly Reports from Schools and Programs for January 2022
- FFA-xxx-22 Approval to Accept Donations to the Pequannock Township School District
- FFA-xxx-22 Declaration of Obsolete Equipment

RESOLUTION NO. FFA-xxx-22
TRANSFER OF FUNDS FOR JANUARY 2022

RESOLVED, that the Board of Education approves the transfer of funds within the 2021-2022 budget from January 1, 2022 through January 31, 2022, in accordance with the attached list, which shall become a part of the record.

RESOLUTION NO. FFA-xxx-22
PAYMENT OF BILLS – JANUARY 25, 2022 TO FEBRUARY 22, 2022

RESOLVED, that the Board of Education approves the Bills List, from January 25, 2022 to February 22, 2022, submitted by the School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General Funds 10, 20, 40	
Capital Projects Fund 30	
Food Service Fund 6x	

RESOLUTION NO. FFA-xxx-22
APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR JANUARY 2022

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for January 2022.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of January 2022, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it

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RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of January 2022, the Board Secretary's Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

RESOLUTION NO. FFA-xxx-22

MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR JANUARY 2022

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of January 2022 for the High School Activities Account, the High School Interscholastic Athletic Account; the Pequannock Valley School Student Activities Account; and Pomptonian.

RESOLUTION NO. FFA-xxx-22

APPROVAL TO ACCEPT DONATIONS TO THE PEQUANNOCK TOWNSHIP SCHOOL DISTRICT

RESOLVED, that the Board of Education, in accordance with Policy 7230 and upon recommendation of the Superintendent, accepts the following donations to the Pequannock Township School District.

DONATION	TO	DONATED BY
Percussion Instruments Value \$750.00	SJG	Dania Brantner

RESOLUTION NO. FFA-xxx-22

DECLARATION OF OBSOLETE EQUIPMENT

RESOLVED, that the Board of Education authorizes the School Business Administrator/Board Secretary, to declare the following items to be obsolete and will dispose of them as deemed appropriate. (Attachment)

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POLICY

Ms. Megan Dempsey, Chair

Discussion:

1. Anti-hazing legislation and policy
2. Discussion of upcoming mandated policies

Action Items for February 22, 2022 Regular Business Meeting:

P-17-22

P-xx-22 Approval of Revised Board Policies for Second Reading and Adoption

P-xx-22 Approval of New Board Policy for First Reading and Adoption

P-xx-22 Approval of Revised Board Policies and Regulations for First Reading

RESOLUTION NO. P-xx-22

APPROVAL OF REVISED BOARD POLICIES FOR SECOND READING AND ADOPTION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the revised Board policies as listed for second reading and adoption:

MANUAL SECTION	POLICY/REGULATION(R)
<i>Program</i>	2426 - Study Skills
<i>Support Staff Members</i>	4220 & 4220R - Employee Evaluation

RESOLUTION NO. P-xx-22

APPROVAL OF NEW BOARD POLICY FOR FIRST READING AND ADOPTION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the new Board policy as listed for first reading and adoption as this mandated policy adoption deadline set by the statute is prior to March 1, 2022:

MANUAL SECTION	POLICY/REGULATION(R)
<i>Students</i>	5541- Anti-Hazing

RESOLUTION NO. P-xx-22

APPROVAL OF NEW AND REVISED BOARD POLICIES AND REGULATIONS FOR FIRST READING

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the new and revised Board policies and regulations as listed for first reading:

MANUAL SECTION	POLICY/REGULATION(R)
<i>Program</i>	2415.05 - Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
	2431.4 - Prevention and Treatment of Sports-Related Concussions and Head Injuries
	2460.30 - Additional/Compensatory Special Education and Related Services
	2622 P&R - Student Assessment
<i>Students</i>	5460 - High School Graduation
<i>Property</i>	7540 - Joint Use of Facilities
<i>Operations</i>	8465 P&R - Bias Crimes and Bias-Related Acts

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<i>Community</i>	9560 - Administration of School Surveys
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OTHER

Action Item for February 22, 2022 Regular Business Meeting:

O-07-22 Approval of HIB Investigation Decision

RESOLUTION NO. O-07-22

APPROVAL OF HIB INVESTIGATION DECISION

RESOLVED, that the Pequannock Board of Education (hereinafter referred to as the “Board”) hereby affirms the Superintendent’s decision in the following HIB Investigations and directs the School Business Administrator/Board Secretary to transmit a copy of the Board’s decision to the affected students’ parents forthwith.

INVESTIGATION NO.
PV-03-22

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- X. Open to Public Any Topic
Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any topic during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President. Please state your name and sign in before you begin.
- XI. Old Business
- XII. New Business
- XIII. Board Member Announcements
- XIV. Consideration of Executive Session

RESOLVED, that in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L., the Board has the authority to adjourn to closed session to discuss matters pertaining to legal, personnel, negotiations, attorney – client privilege, and/or student matters. Said matters will be made public upon their disposition.

Motion by:	Second by:	Roll Call Vote:	Time:
Mr. Sam Ciresi	Ms. Megan Dempsey	Mrs. Danielle Esposito	
Mr. Timothy Gitin	Mr. Gregory MacSweeney	Mr. Brian Senyk	
Mr. Leonard Smith	Mrs. Cara Shenton	Mr. Joseph Blumert	

- XV. Adjournment

Motion by:	Second by:	Roll Call Vote:	Time:
Mr. Sam Ciresi	Ms. Megan Dempsey	Mrs. Danielle Esposito	
Mr. Timothy Gitin	Mr. Gregory MacSweeney	Mr. Brian Senyk	
Mr. Leonard Smith	Mrs. Cara Shenton	Mr. Joseph Blumert	

FUTURE PUBLIC BOARD MEETINGS

Tuesday, February 22, 2022	Regular Business Meeting	7:00 P.M.	PTHS
Tuesday, March 15, 2022	Workshop/Preliminary Budget Meeting	7:00 P.M.	PTHS

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